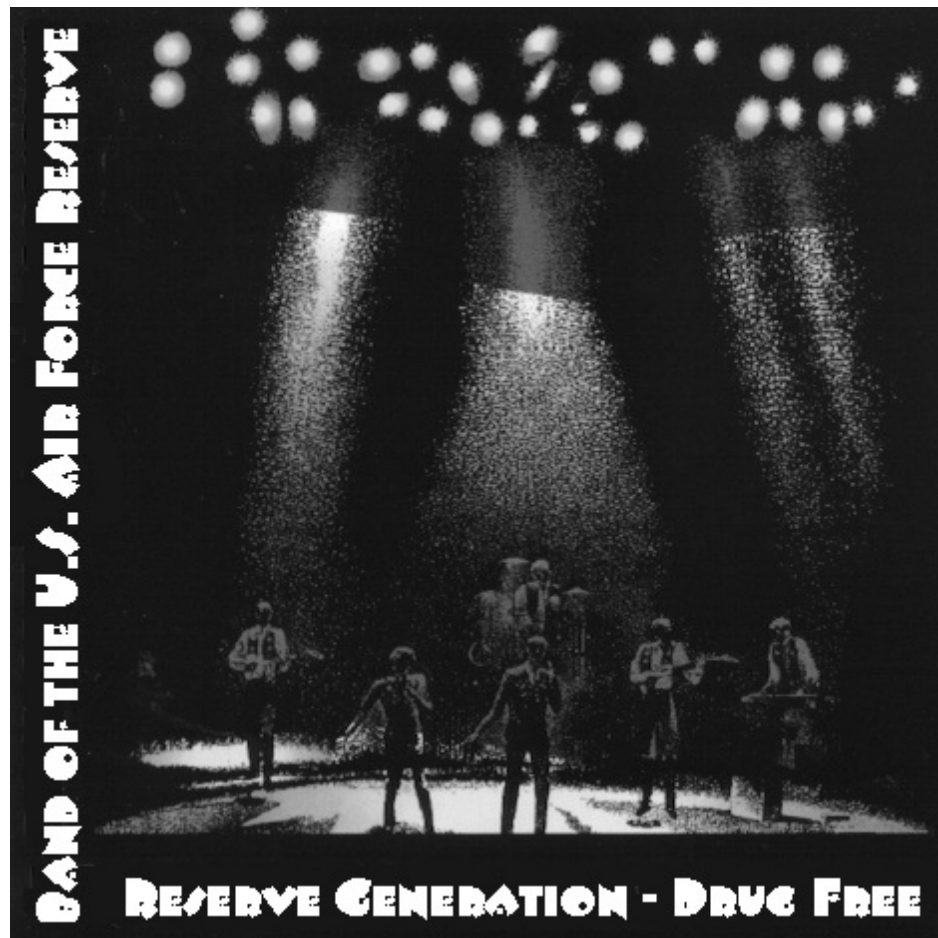


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# Stage Managers Guide

Summer 2000

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**THE BAND OF THE U. S. AIR FORCE RESERVE**

# **THE BAND OF THE U. S. AIR FORCE RESERVE**

## **RESERVE GENERATION**

'Counter Drug Production'

## **STAGING REQUIREMENTS**

### **Arrival**

The band will arrive according to the operations representative's (OPS REP) designated time. The event sponsor or point of contact should be available to meet the band upon arrival to greet and assist the Ops rep with the organization of the performance. The following are standard requirements needed to ensure the highest quality performance by Reserve Generation. If you have any problems meeting these requirements please coordinate any concerns with production personnel.

### **Stage**

**Dimensions:** The stage must be at least 30 feet wide and 25 feet deep.

**Construction:** The stage or area being used must be level with a solid foundation. The performance area must be **dry**. We cannot perform on a wet or damp stage for safety and electrical hazard precautions.

**Cleanliness:** The performance stage and dressing room areas should be cleaned before the arrival of the band. Please ensure the area is cleared of all other equipment and events prior to the band's designated set up time.

**Access:** The stage should be accessible without the use of stairs (ramp, dock, freight elevator, etc). If any center doorpost needs to be removed, please have the tools available to do so. Parking must be provided for one passenger van, and one twenty- (20) foot equipment truck. We will need a **secured** storage area to store unused equipment and empty cases. This area must be on the same level as stage or the closest proximity. The band carries over 16,000 pounds (700 cubic feet) of equipment, please ensure adequate space for loading and storage.

**Set-up/Sound-check:** Normally, the band can set-up their equipment in approximately six hours. However, due to the complexity of downloading the equipment to difficult performance areas and other unforeseen delays, it could possibly take up to eight (8) hours to complete the set-up and sound check.

**NOTE:** The band **MUST** perform an audible sound-check (play live music) prior to the performance. Please notify all persons working or having meetings in, or near this area. This will alleviate our sound-check being delayed and extending the set-up time.

### **Electrical**

*(Please see attachment on electrical requirements)* Request you provide a certified licensed electrician who should be available upon the band's arrival to hard-wire our power distribution rack to the power source, and be available to disconnect the unit on the scheduled departure date before teardown begins.

### **Fog Machine**

We will be using liquid particle diffusion fogger machines for our sound check and performances. Please inform all the appropriate facility officials (e.g. Fire Marshall, Stage Manager, etc.) to avoid any unforeseen delays due to the building code restrictions.

## **Lighting**

Our lighting system consists of a front and rear metal lighting truss, each approximately 40 feet in length. They will be raised up to 25 feet above stage level on ground supports (Genie Lifts). We also carry two spotlights that will each require a pre-designated position on opposite sides of the performance hall. The spotlights may require a raised platform to elevate them above the audience to avoid light blockage.

## **House Lights**

The impact of our show depends on lighting and other "special effects". It is imperative that the "house" be as dark as safety allows for the sound check and all performances. Please ensure all windows and ceiling skylights are covered to prevent external light from entering the hall. We require the absolute minimum light during performance, and access to the "house" lighting controls.

## **Audio**

For most performances, Reserve Generation will use it's own sound system and technician. The position of the audio console must be located approximately 50 feet in front of the band performance stage in audience area. A large electrical cable (audio-snake) will be run from the stage to the audio console position. The minimum dimensions must be a 6 x 10 foot area, for the audio and lighting consoles. We may utilize house sound reinforcement systems if applicable - this must be coordinated with band's production staff at least 30 days before performance.

## **Dressing Rooms**

Two secured dressing rooms in close proximity to the stage area are needed for approximately eight males, and two females. Please inform the Ops Rep of any rules concerning smoking, eating, etc.

# **THE BAND OF THE U. S. AIR FORCE RESERVE**

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### **AUDIO AND LIGHTING SYSTEMS ELECTRICAL POWER REQUIREMENTS USING COMMERCIAL POWER**

1. The Power usage for the production of the band's (60,000 watts) lighting system is a mandatory requirement in order to use the system at its optimal efficiency. Please ensure that you have exhausted every possibility in securing the specified requirements listed below.
2. We need a single-phase 400-amp service connected to two (2) separate power distribution racks. The first rack is a five-wire power distro ; it will be distributed through three (3) separate hot-leg wires with a neutral and ground wire. The second rack is a four (4) wire power distro; it will be distributed through two (2) hot-leg wires with a neutral and ground wire. The band will provide 100 feet of cable to run from the electrical service panel to the distro racks (see separate wiring diagram). Voltage at the performance stage must be between 117-122 volts, both under load and no load. The sponsor must provide all remaining power cable if the service panel (or power source) is beyond 100 feet.
3. We request that you provide a certified electrician to hard wire the power cable and supply any needed hardware, cable, etc. needed to make the proper connections.
4. If you have any further questions about these requirements, please do not hesitate to contact us for more specific guidance. We can be reached at Ph: (912) 327-0555 or DSN: 497-0555, or FAX: (912) 327-0568.

**Patrick R. Fegan, SMSgt, USAF  
Superintendent, Band Productions**

# **THE BAND OF THE U. S. AIR FORCE RESERVE**

## **RESERVE GENERATION**

'Counter Drug Production'

### **AUDIO AND LIGHTING SYSTEMS ELECTRICAL POWER REQUIREMENTS USING GENERATORS**

1. We request two (2) MEP 7 or 806 generators (Preference: 806 Tactical Quiet Generators). These two units must run parallel. This requirement is mandatory due to problems we have encountered that caused severe damage to sensitive electronic equipment.
2. We need a 400-amp service connected to our five- (5) wire power distribution unit. It will be distributed through three (3) separate hot-leg wires, a neutral, and a ground wire. The band will provide a 400-amp power distribution rack with 100 feet of cable to run from the generator to the stage. Voltage at the performance stage must be between 117 - 122 Volts, both under load and no load. The sponsor must provide all remaining power cable if the generator or power source is beyond 100 feet. NOTE: the generator must be placed at a distance where the engine noise level will not interfere with the audio sound of the band's performance.
3. We request that you provide a certified electrician to wire the power cable and supply any needed hardware to make the proper connections.
4. If you have any further questions about these requirements, please do not hesitate to contact our production office for more guidance.

# 400 AMP Power Service Requirement

## Power Distribution Connection

This document is designed to give you a specific idea of what is required to hard wire our 400 AMP Power Distribution (PD) Box to a minimum 400 AMP circuit. Our lighting system consists of 36 1000-Watt Par-cans, and 18 moving light fixtures. This hook-up requires a licensed/certified electrician to be present at the beginning of our scheduled set-up and the beginning of our scheduled teardown.

This document is designed to give you enough information to ask questions that pertain to the hardwiring of our PD.

To the right (Fig. 1) is a sample diagram of our power distribution set-up. The PD Snake consists of 5 cables with a twist-lock male connector on one end and an inch of bare wire on the other. Each of the five cables in the snake is color-coded on each end as indicated.

The PD itself is wired with 5 female connectors color-coded to match the PD Snake.

We have 100 feet of cable to run from the power source to the PD. Sponsor should provide all additional cables. Request that a certified/licensed electrician is available to connect the 5 bare wire ends to power source (400 AMPs).

*If you have any questions or need clarification on any of the information concerning the hook-up of our Power Distribution System please do not hesitate to call:*

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